



P.O. Box 218, Minden, NV 89423  
775-782-9821 FAX: 775-782-6255

## Douglas County Board of Commissioners

### Meeting Agenda

Doug N. Johnson, Chairman, District 3  
Nancy McDermid, Vice Chairwoman, District 4  
Greg Lynn, District 1  
Steve Thaler, District 2  
Barry Penzel, District 5

James R. Nichols, County Manager

Kathy Lewis, Clerk-Treasurer

**Thursday, June 4, 2015**

**1:00 p.m.**

**Douglas County Historic Courthouse  
1616 8<sup>th</sup> Street, Minden, Nevada**

#### **MISSION STATEMENT**

*Working together with integrity and accountability, the Douglas County team is dedicated to providing essential and cost-effective public services fostering a safe, healthy, scenic, and vibrant community for the enjoyment of our residents and visitors.*

**On this same day, the Board of Commissioners will convene for a work session at the Minden Inn, 1594 Esmeralda Ave., Room 104, Minden, Nevada beginning at 12:00 p.m. The public is invited to attend.**

Copies of the finalized agenda are posted at the following locations prior to meeting day: Minden Inn, Administration Building (Historic Courthouse), Judicial and Law Enforcement Center, Gardnerville Post Office, Minden Post Office, Minden Library, Douglas County Administration Building and the Tahoe Transportation Center at Stateline, NV. Questions concerning the agenda should be referred to the County Manager's Office at 775-782-9821.

The Board of County Commissioners sit jointly as the following Boards: Liquor Board, License Board, Tahoe-Douglas Transportation District Board, Water District Board, East Fork Board of Fire Commissioners, Regional Transportation Commission and Redevelopment Agency.

It is the intent of the Board of County Commissioners to protect the dignity of citizens who wish to comment before the Board. It is also the County Commissioner's wish to provide the citizens of Douglas County with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Board for action without interference.

In order to ensure that every citizen desiring to speak before the Board has the opportunity to express his/her opinion, it is requested that the audience refrain from making comments, hand clapping or making any remarks or gestures that may interrupt, interfere or prevent the speaker from commenting on any present or future project. Persons desiring an opportunity to address the Board of County Commissioners and are not able to attend the meeting are requested to complete and submit a "Comment Card" to the Chairman at the main podium prior to the convening of the Commission meeting. Cards are located at the main entrance to the meeting room.

Copies of supporting material can be requested in person from Laure Penny, Douglas County Manager's Office, 1594 Esmeralda Avenue, Minden, Nevada or by calling 775-782-9821. Supporting material can also be found at <http://www.douglascountynv.gov/agendacenter>. During the public hearing, supporting materials can be viewed in the Public Information Binder located at the entrance to the meeting room.

**Notice to Persons with Disabilities:** Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Clerk's Office in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 782-9821 at least 20 hours in advance.

All items shall include discussion and possible action to approve, modify, deny, or continue.

**DOUGLAS COUNTY BOARD OF COMMISSIONERS  
FINAL AGENDA – MINDEN, NEVADA  
JUNE 4, 2015**

**1:00 P.M.**

**INVOCATION**

**PLEDGE OF ALLEGIANCE – Greg Lynn**

**PUBLIC COMMENT (No Action)**

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment is limited to three minutes per speaker. The Board of Commissioners uses timing lights to ensure that everyone has an opportunity to speak. You will see a green light when you begin, and then a yellow light which indicates that you have thirty seconds left and should conclude your comments. Once the light turns red, please sit down.

If you are going to comment on a specific agenda item that the Board of Commissioners will take action on, please make your comments when the Board of Commissioners considers that item and the item is opened for public comment.

For members of the public not able to be present when an agenda item is heard, Speaker/Comment Cards are available from the Clerk and at the entrance to the meeting room. These cards should be completed and given to the Clerk.

**APPROVAL OF AGENDA**

For possible action. Approval of proposed agenda. The Board of Commissioners reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

**APPROVAL OF PREVIOUS MINUTES**

For possible action. Approval of the Board Minutes of May 7, 2015 and May 18, 2015.

## **DOUGLAS COUNTY AWARD PRESENTATIONS**

1. Ceremonial presentation of employee service award to Nick Agorastos from EFFPD for his 20 years of dedicated service. (approx. 10 min)

## **CONSENT CALENDAR**

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a Commissioner or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar items 2a-2q

## **FINANCE**

**2a.** For possible action. Discussion to approve the recommended deletion of certain assets from the Douglas County Capital Asset Inventory as presented by staff. (Christine Vuletich)

**2b.** For possible action. Discussion on adoption of **Resolution 2015R-047**, amending Resolution 2014R-071, establishing an updated list of petty cash funds for the various departments of Douglas County. (Christine Vuletich)

## **CLERK-TREASURER**

**2c.** For possible action. Discussion to approve receipt and filing of Cumulative Voucher Sheets for checks issued for the 04/10/2015 Payables, the 04/14/2015 Payables, the 04/17/2015 Payables, the 04/17/2015 Payroll, the 04/20/2015 Payables, the 4/24/2015 Payables, the 4/27/2015 Payables, the 05/01/2015 Payables, and the 05/01/2015 Payroll. (Terry Lundergreen)

**2d.** For possible action. Discussion to approve an Outdoor Festival Permit submitted by the Town of Genoa for the Genoa Americana Celebration, scheduled for July 4, 2015, from 7 a.m. to 8 p.m., to be held at the Mormon Station State Park & Town of Genoa, Nevada. (Kathy Lewis)

## **ASSESSOR**

**2e.** For possible action. Discussion on the County Assessor's request to remove unsecured personal property taxes that were determined to be uncollectible for FY2014/15. (Doug Sonnemann)

## **DISTRICT ATTORNEY**

**2f.** For possible action. Discussion on approving a professional services agreement with Mark Bruce, Esq. of the Bruce Law Group to provide legal services from July 1, 2015 through June 30, 2016 in the amount not to exceed \$75,000, as available in the FY 2015-16 Budget. (Cynthea Gregory)

## **DISTRICT COURT**

**2g.** For possible action. Discussion to approve a Substance Abuse and Treatment Agency (SAPTA) sub-grant award for FY2014-15 and FY2015-16 to the China Spring Youth Camp in the amount of \$169,460, which includes an increase of \$125,000 allocated to FY2014-15 and an increase of \$44,460 allocated to FY2015-16. (Wendy Garrison)

## **COMMUNITY SERVICES**

**2h.** For possible action. Discussion to accept an additional \$25,698 supplement from the Nutrition Services Incentive Program (NSIP) grant funds from the Aging and Disability Services Division for reimbursement of food purchased through the Senior Center, Grant Number: 04-000-57-NX-15. (Travis Lee)

**2i.** For possible action. Discussion to approve acceptance of a \$25,000 annual sponsorship from Carson Valley Medical Center to advertise on DART Dial-A-Ride and DART Express vehicles from June 4, 2015 to June 4, 2016. (Travis Lee)

## **PUBLIC WORKS**

**2j.** For possible action. Discussion to approve Douglas Disposal, Inc.'s exercise of its option to extend the term of the Solid Waste Franchise Agreement to August 7, 2026.

**2k.** For possible action. Discussion on the adoption of **Resolution 2015R-046** to abandon certain assets of the Carson Valley Water Utility consisting of a 300,000 gallon water storage tank, booster pump and fire driver facility and appurtenant equipment located on Minden-Tahoe Airport property. (Carl Ruschmeyer)

**2l.** For possible action. Discussion to approve a First Amendment to the interlocal agreement with Indian Hills General Improvement District ("IHGID") for the Vista Grande Enhancement Project ("Project") to include the removal and replacement of two waterlines at an approximate cost of \$76,000. A portion of the existing contingency funds already budgeted for the Project will be used for the costs associated with the waterline improvement and will not exceed the original "not to exceed amount" contained in the contract. (Carl Ruschmeyer)

## **REPORT OF FEES**

**2m.** For possible action. Discussion to approve receipt of the Douglas County Clerk's report of fees for the month of April 2015. (Kathy Lewis)

**2n.** For possible action. Discussion to approve April 30, 2015, Report of Fees from the Recorder's Office. (Karen Ellison)

**2o.** For possible action. Report on Douglas County's general ledger cash balances through May 15, 2015 per NRS 251.030. (Katherine Bradshaw)

**2p.** For possible action. Discussion to approve receipt of the Tahoe General Services Report of Revenue and Transactions for the month of April 2015. (Kathy Lewis)

**2q.** For possible action. Discussion to approve receipt of the DMV Report of Revenue and Transactions for the month of April 2015. (Kathy Lewis)

### **ADMINISTRATIVE AGENDA**

The Administrative Calendar will be handled as follows:

- (1.) The Chairman will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
- (5.) Public comment will be allowed and is limited to three minutes per speaker.
- (6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are agendized as a "presentation" with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

### **CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

Any item(s) pulled from the Consent Calendar will be heard at this time.

### **COUNTY MANAGER**

**3.** Presentation regarding an update on the process to secure passage of the Douglas County Conservation Bill. (Jacques & Dominique Etchegoyhen) (approx. 10 min)

### **EAST FORK BOARD OF FIRE COMMISSIONERS**

**4.** For possible action. Discussion on approval of the adoption of various job / position descriptions within the East Fork Fire Protection District as prepared and recommended by Pontifex Consulting's 2014 Wage and Compensation Study. (Chief Tod Carlini) (approx. 10 min)

**5.** For possible action. Discussion on the approval of the modification in the Fire District's Approved Position List which removes the limit on the number of Firefighter/Paramedic Positions available and to authorize under filling with Firefighter/ Advanced EMT positions. (Chief Tod Carlini) (approx. 10 min)

## **EAST FORK**

6. For possible action. Discussion on the adoption of **Ordinance 2015-1437** adding Chapter 18.15 – “Ambulance Service Districts” to Title 18 – “Town Annexation and Service Districts” of the Douglas County Code to grant the East Fork Fire Protection District and the Tahoe Douglas Fire Protection District the exclusive right to provide ambulance and related advanced emergency medical technician or paramedic care services within their respective district boundaries, and to provide for other properly related matters. **(2<sup>nd</sup> Reading)** (David Wm. Fogerson) (approx. 15 min)

## **PUBLIC WORKS**

7. Presentation on the Nevada Department of Transportation’s draft FY2016-2025 Work Program for Douglas County and the FY2016–FY2019 Statewide Transportation Improvement Program (STIP) Process. (Lee Bonner, NDOT Transportation Multimodal Planning) (Jon Erb) (approx. 30 min)

## **COMMUNITY DEVELOPMENT**

8. For possible action. Discussion on the adoption of **Ordinance 2015-1436** a zoning text amendment to amend Douglas County Code (DCC), Chapter 20.01 by placing a temporary moratorium on Solar Photovoltaic Facilities as a primary use, designating Solar Photovoltaic Facilities as a prohibited use under Title 20 and temporarily prohibiting the County’s acceptance and consideration of any and all land use applications, development permits, business license applications, building permit applications and any other application or request to operate or otherwise license or permit any Solar Photovoltaic Facilities, and other properly related matters. **(2<sup>nd</sup> Reading)** (Hope Sullivan) (approx. 10 min)

9. For possible action. Discussion on Appeal (AP) 15-004, an appeal by Franklin “Harry” Ernst of the Planning Commission’s decision approving Development Application (DA) 14-047, a Major Design Review for Esplanade at the Ranch located at the southwest corner of Gilman Avenue and Heybourne Road (APN 1320-33-210-069) in the MFR/PD zoning district and within the Minden-Gardnerville Community Plan. The appeal is regarding compliance with the minimum standards for development of the site pursuant to Chapter 20 of the Douglas County Code (DCC), consistency with the Douglas County Design Guidelines for Multi-Family Development, and the safety of the circulation system. (Emery Papp) (approx. 30 min)

10. For possible action. Discussion on the Community Development Department’s report on the following development agreements, pursuant to the 24-month review required by Douglas County Code and Nevada Revised Statutes (NRS): Meridian Business Park; Nevada Northwest LLC.; Scotsman Dev. Corp.; Sierra Nevada S.W.

Ent., Virginia Ranch Development Corporation; Park Cattle Company; Romulus Development (Skyline Ranch); and Sierra Colina. (Mimi Moss) (approx. 20 min)

## **PUBLIC WORKS**

**11.** For possible action. Discussion on the introduction of **Ordinance 2015-1438** amending Douglas County Code Title 20, Appendix D, “Sewer Facilities,” Sections 20.D.020 Definitions, 20.D.040 Notices, 20.D.060 Rates and Charges, 20.D.070 Rendering and Payment of Bills, 20.D.100 Inclusion of Property into the Service Area, 20.D.120 Procedures and Policies for Connection, 20.D.170 Building Sewer and Connections, 20.D.180 Construction Standards for Public and Private Sewers, 20.D.190 Pump Stations and Force Mains, 20.D.200 Standard Details, 20.D.210 Original Service Area Boundaries and providing for other properly related matters (**1<sup>ST</sup> Reading**). (Carl Ruschmeyer) (approx. 10 min)

**12.** For possible action. Discussion on the introduction of **Ordinance 2015 -1439** amending Douglas County Code Title 20, Appendix F, “Water Facilities,” Sections 20.F.020 Definitions, 20.F.030 Conditions of Service, 20.F.040 Notices, 20.F.070 Basis of Billing, 20.F.080 Time and Manner of Payment, 20.F.100 Service Connection and providing for other properly related matters (**1<sup>ST</sup> Reading**). (Carl Ruschmeyer) (approx. 10 min)

## **COUNTY MANAGER**

**13.** For possible action. Discussion and direction to staff regarding legislation or legislative issues proposed by legislators or by other entities permitted by the Nevada State Legislature to submit bill draft requests, or such legislative issues that may impact Douglas County as may be deemed by the Board of County Commissioners. (approx. 10 min)

**14.** Reports/updates from County Commission members concerning the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended. These boards/commissions/meetings include but are not limited to the: Nevada Association of Counties; Carson Water Subconservancy District; Lake Tahoe Visitors Authority; Tahoe Regional Planning Agency; Law Library; NevadaWorks; Carson Valley Chamber of Commerce, Carson Valley Visitors Authority; Tahoe Douglas Visitors Authority; Lake Tahoe South Shore Chamber of Commerce; Western Nevada Development District; Regional Transportation Commission; Nevada Tahoe Conservation District; Nevada V & T Railroad Commission; Joint Powers/Waste Management; Tahoe Transportation District, and the Debt Management Commission. There will be no discussion or action taken on these reports/updates. (approx. 10 min)

## **CLOSING PUBLIC COMMENT (No Action)**

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment has not already been taken.

*THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.*